

OMB No. 1124-0002; Expires April 30, 2017

U.S. Department of Justice

Washington, DC 20530

Supplemental Statement**Pursuant to the Foreign Agents Registration Act of 1938, as amended**For Six Month Period Ending 07/31/2015

(Insert date)

I - REGISTRANT

1. (a) Name of Registrant

(b) Registration No.

Kobe Trade Information Office

2438

(c) Business Address(es) of Registrant

1001 Fourth Avenue
Suite 2330
Seattle, WA 98154

2. Has there been a change in the information previously furnished in connection with the following?

(a) If an individual:

(1) Residence address(es) Yes ☐ No ☐(2) Citizenship Yes ☐ No ☐(3) Occupation Yes ☐ No ☐

(b) If an organization:

(1) Name Yes ☐ No ☒(2) Ownership or control Yes ☐ No ☒(3) Branch offices Yes ☒ No ☐

(c) Explain fully all changes, if any, indicated in Items (a) and (b) above.

Prior to April 1, 2015, Kobe Trade Information Office was located at:
1001 Fourth Avenue, Suite 2328
Seattle, WA 98154The address of Kobe Trade Information Office has since changed to:
1001 Fourth Avenue, Suite 2330
Seattle, WA 98154**IF THE REGISTRANT IS AN INDIVIDUAL, OMIT RESPONSE TO ITEMS 3, 4, AND 5(a).**3. If you have previously filed Exhibit C¹, state whether any changes therein have occurred during this 6 month reporting period.Yes ☐ No ☒If yes, have you filed an amendment to the Exhibit C? Yes ☐ No ☐

If no, please attach the required amendment.

¹ The Exhibit C, for which no printed form is provided, consists of a true copy of the charter, articles of incorporation, association, and by laws of a registrant that is an organization. (A waiver of the requirement to file an Exhibit C may be obtained for good cause upon written application to the Assistant Attorney General, National Security Division, U.S. Department of Justice, Washington, DC 20530.)

4. (a) Have any persons ceased acting as partners, officers, directors or similar officials of the registrant during this 6 month reporting period?

Yes ☒ No ☐

If yes, furnish the following information:

Name	Position	Date Connection Ended
Masao Kakiuchi	Director	03/31/2015

4. (b) Have any persons become partners, officers, directors or similar officials during this 6 month reporting period?

Yes ☒ No ☐

If yes, furnish the following information:

Name	Residence Address	Citizenship	Position	Date Assumed
Tetsuya Sometani	2121 6th Avenue Apt N2105 Seattle, WA 98121	Japan	Director	04/01/2015

5. (a) Has any person named in Item 4(b) rendered services directly in furtherance of the interests of any foreign principal?

Yes ☒ No ☐

If yes, identify each such person and describe the service rendered.

Tetsuya Sometani: Develop Kobe's IT industry by cooperating with startups in Seattle and San Francisco; promote Kobe's aerospace industry by working with Boeing; exchange knowledge and human resources between Kobe Technology Community College and Everett Community College; deepen Kobe and Seattle's sister city relationship.

5. (b) During this six month reporting period, has the registrant hired as employees or in any other capacity, any persons who rendered or will render services to the registrant directly in furtherance of the interests of any foreign principal(s) in other than a clerical or secretarial, or in a related or similar capacity? Yes ☒ No ☐

Name	Residence Address	Citizenship	Position	Date Assumed
Holly Seely	5575 152nd St S, Apt 92 Tukwila, WA 98188	b) United States	a) Assistant Director	05/27/2015

5. (c) Have any employees or individuals, who have filed a short form registration statement, terminated their employment or connection with the registrant during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish the following information:

Name	Position or Connection	Date Terminated
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5. (d) Have any employees or individuals, who have filed a short form registration statement, terminated their connection with any foreign principal during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish the following information:

Name	Position or Connection	Foreign Principal	Date Terminated
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6. Have short form registration statements been filed by all of the persons named in Items 5(a) and 5(b) of the supplemental statement?

Yes ☒ No ☐

If no, list names of persons who have not filed the required statement.

II - FOREIGN PRINCIPAL

7. Has your connection with any foreign principal ended during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish the following information:

Foreign Principal

Date of Termination

8. Have you acquired any new foreign principal(s)² during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish the following information:

Name and Address of Foreign Principal(s)

Date Acquired

9. In addition to those named in Items 7 and 8, if any, list foreign principal(s)² whom you continued to represent during the 6 month reporting period.

Kobe Municipal Government

10. (a) Have you filed exhibits for the newly acquired foreign principal(s), if any, listed in Item 8?

Exhibit A³ Yes ☐ No ☐

Exhibit B⁴ Yes ☐ No ☐

If no, please attach the required exhibit.

- (b) Have there been any changes in the Exhibits A and B previously filed for any foreign principal whom you represented during this six month period? Yes ☐ No ☐

If yes, have you filed an amendment to these exhibits? Yes ☐ No ☐

If no, please attach the required amendment.

² The term "foreign principal" includes, in addition to those defined in Section 1(b) of the Act, an individual organization any of whose activities are directly or indirectly supervised, directed, controlled, financed, or subsidized in whole or in major part by a foreign government, foreign political party, foreign organization or foreign individual. (See Rule 100(a) (9)). A registrant who represents more than one foreign principal is required to list in the statements he files under the Act only those principals for whom he is not entitled to claim exemption under Section 3 of the Act. (See Rule 208.)

³ The Exhibit A, which is filed on Form NSD-3, sets forth the information required to be disclosed concerning each foreign principal.

⁴ The Exhibit B, which is filed on Form NSD-4, sets forth the information concerning the agreement or understanding between the registrant and the foreign principal.

III - ACTIVITIES

11. During this 6 month reporting period, have you engaged in any activities for or rendered any services to any foreign principal named in Items 7, 8, or 9 of this statement? Yes ☒ No ☐

If yes, identify each foreign principal and describe in full detail your activities and services:

See Attachment A

12. During this 6 month reporting period, have you on behalf of any foreign principal engaged in political activity⁵ as defined below? Yes ☐ No ☒

If yes, identify each such foreign principal and describe in full detail all such political activity, indicating, among other things, the relations, interests and policies sought to be influenced and the means employed to achieve this purpose. If the registrant arranged, sponsored or delivered speeches, lectures or radio and TV broadcasts, give details as to dates, places of delivery, names of speakers and subject matter.

13. In addition to the above described activities, if any, have you engaged in activity on your own behalf which benefits your foreign principal(s)? Yes ☐ No ☒

If yes, describe fully:

⁵ "Political activity," as defined in Section 1(o) of the Act, means any activity that the person engaging in believes will, or that the person intends to, in any way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting or changing the domestic or foreign policies of the United States or with reference to political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

IV - FINANCIAL INFORMATION

14. (a) RECEIPTS-MONIES

During this 6 month reporting period, have you received from any foreign principal named in Items 7, 8, or 9 of this statement, or from any other source, for or in the interests of any such foreign principal, any contributions, income or money either as compensation or otherwise? Yes ☒ No ☐

If no, explain why.

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies.⁶

Date	From Whom	Purpose	Amount
04/16/2015	Kobe Municipal Gov't	Operating Budget	\$12,525.62
04/24/2015	Kobe Municipal Gov't	Operating Budget	\$15,084.20
05/14/2015	Kobe Municipal Gov't	Operating Budget	\$10,758.07
05/27/2015	Kobe Municipal Gov't	Operating Budget	\$20,114.04
06/12/2015	Kobe Municipal Gov't	Operating Budget	\$14,144.23
06/25/2015	Kobe Municipal Gov't	Operating Budget	\$15,972.19
07/07/2015	Kobe Municipal Gov't	Operating Budget	\$10,456.88
07/27/2015	Kobe Municipal Gov't	Operating Budget	\$20,010.68

\$119,065.91

Total

(b) RECEIPTS - FUNDRAISING CAMPAIGN

During this 6 month reporting period, have you received, as part of a fundraising campaign⁷, any money on behalf of any foreign principal named in Items 7, 8, or 9 of this statement? Yes ☐ No ☒

If yes, have you filed an Exhibit D⁸ to your registration? Yes ☐ No ☐

If yes, indicate the date the Exhibit D was filed. Date _____

(c) RECEIPTS-THINGS OF VALUE

During this 6 month reporting period, have you received any thing of value⁹ other than money from any foreign principal named in Items 7, 8, or 9 of this statement, or from any other source, for or in the interests of any such foreign principal?

Yes ☐ No ☒

If yes, furnish the following information:

Foreign Principal	Date Received	Thing of Value	Purpose
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6, 7 A registrant is required to file an Exhibit D if he collects or receives contributions, loans, moneys, or other things of value for a foreign principal, as part of a fundraising campaign. (See Rule 201(e)).

8 An Exhibit D, for which no printed form is provided, sets forth an account of money collected or received as a result of a fundraising campaign and transmitted for a foreign principal.

9 Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

15. (a) DISBURSEMENTS-MONIES

During this 6 month reporting period, have you

(1) disbursed or expended monies in connection with activity on behalf of any foreign principal named in Items 7, 8, or 9 of this statement? Yes ☒ No ☐(2) transmitted monies to any such foreign principal? Yes ☐ No ☒

If no, explain in full detail why there were no disbursements made on behalf of any foreign principal.

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies, including monies transmitted, if any, to each foreign principal.

Date	To Whom	Purpose	Amount
	See Attachment B		

\$107,792.46

Total

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(b) DISBURSEMENTS-THINGS OF VALUE

During this 6 month reporting period, have you disposed of anything of value¹⁰ other than money in furtherance of or in connection with activities on behalf of any foreign principal named in Items 7, 8, or 9 of this statement?

Yes ☐No ☒

If yes, furnish the following information:

Date	Recipient	Foreign Principal	Thing of Value	Purpose
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(c) DISBURSEMENTS-POLITICAL CONTRIBUTIONS

During this 6 month reporting period, have you from your own funds and on your own behalf either directly or through any other person, made any contributions of money or other things of value¹¹ in connection with an election to any political office, or in connection with any primary election, convention, or caucus held to select candidates for political office?

Yes ☐No ☒

If yes, furnish the following information:

Date	Amount or Thing of Value	Political Organization or Candidate	Location of Event
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10, 11 Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

V - INFORMATIONAL MATERIALS

16. (a) During this 6 month reporting period, did you prepare, disseminate or cause to be disseminated any informational materials?¹²
 Yes ☒ No ☐

If Yes, go to Item 17.

- (b) If you answered No to Item 16(a), do you disseminate any material in connection with your registration?
 Yes ☐ No ☐

If Yes, please forward the materials disseminated during the six month period to the Registration Unit for review.

17. Identify each such foreign principal.

Kobe Municipal Government

18. During this 6 month reporting period, has any foreign principal established a budget or allocated a specified sum of money to finance your activities in preparing or disseminating informational materials? Yes ☐ No ☒

If yes, identify each such foreign principal, specify amount, and indicate for what period of time.

19. During this 6 month reporting period, did your activities in preparing, disseminating or causing the dissemination of informational materials include the use of any of the following:

- ☐ Radio or TV broadcasts ☐ Magazine or newspaper ☐ Motion picture films ☐ Letters or telegrams
☐ Advertising campaigns ☐ Press releases ☒ Pamphlets or other publications ☐ Lectures or speeches
☐ Other (specify) _____

Electronic Communications

- ☐ Email
☒ Website URL(s): http://www.cityofkobe.org
☒ Social media websites URL(s): http://www.facebook.com/cityofkobe
☐ Other (specify) _____

20. During this 6 month reporting period, did you disseminate or cause to be disseminated informational materials among any of the following groups:

- ☐ Public officials ☐ Newspapers ☐ Libraries
☐ Legislators ☐ Editors ☐ Educational institutions
☐ Government agencies ☐ Civic groups or associations ☐ Nationality groups
☒ Other (specify) General Public (At Events); Travel Agencies

21. What language was used in the informational materials:

- ☒ English ☒ Other (specify) Japanese

22. Did you file with the Registration Unit, U.S. Department of Justice a copy of each item of such informational materials disseminated or caused to be disseminated during this 6 month reporting period? Yes ☒ No ☐

23. Did you label each item of such informational materials with the statement required by Section 4(b) of the Act? Yes ☒ No ☐

¹² The term informational materials includes any oral, visual, graphic, written, or pictorial information or matter of any kind, including that published by means of advertising, books, periodicals, newspapers, lectures, broadcasts, motion pictures, or any means or instrumentality of interstate or foreign commerce or otherwise. Informational materials disseminated by an agent of a foreign principal as part of an activity in itself exempt from registration, or an activity which by itself would not require registration, need not be filed pursuant to Section 4(b) of the Act.

VI - EXECUTION

In accordance with 28 U.S.C. § 1746, the undersigned swear(s) or affirm(s) under penalty of perjury that he/she has (they have) read the information set forth in this registration statement and the attached exhibits and that he/she is (they are) familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his/her (their) knowledge and belief, except that the undersigned make(s) no representation as to truth or accuracy of the information contained in the attached Short Form Registration Statement(s), if any, insofar as such information is not within his/her (their) personal knowledge.

(Date of signature)

(Print or type name under each signature or provide electronic signature¹³)8/17/2015Tetsuya SometaniTetsuya Sometani

¹³ This statement shall be signed by the individual agent, if the registrant is an individual, or by a majority of those partners, officers, directors or persons performing similar functions, if the registrant is an organization, except that the organization can, by power of attorney, authorize one or more individuals to execute this statement on its behalf.

Registration Number: 2438
Kobe Trade Information Office

February 2015 to July 2015

Calendar of Activities for:

Masao Kakiuchi (Director until 03/31/2015)

Tetsuya Sometani (Director from 04/01/2015-present)

Holly Seely (Assistant Director from 05/27/2015-present)

DATE	START TIME	END TIME	DESCRIPTION
02/06/2015	4:00PM	7:30PM	Mr. Kakiuchi attended an annual meeting with the Japan Business Association of Seattle
02/07/2015	1:00PM	3:00PM	Mr. Kakiuchi attended a meeting with the Seattle-Kobe Sister City Association's board of directors.
02/10/2015	3:00PM	4:00PM	Mr. Kakiuchi met to exchange opinions with Mr. Suzukawa of the Wakayama Prefectural Government.
02/13/2015	10:00AM	12:00PM	Mr. Kakiuchi met with KTIO lawyer, Mr. Isohata, regarding the issuance of a visa for KTIO's new Director, Mr. Sometani.
02/18/2015	9:30AM	11:00AM	Mr. Kakiuchi met with Mr. Ushimaru, Director of Jetro Seattle, regarding aerospace engineering.
02/20/2015	9:00AM	5:00PM	Mr. Kakiuchi prepared for the Japan-American Society of the State of Washington's "Celebrate Washoku: Kobe Beef" event.
02/22/2015	11:00AM	N/A	Mr. Kakiuchi picked up Mr. Koshiba, Chair of Kobe's Visiting & Convention Association, as well as Mr. Iwato, Manager of the city of Kobe at Seattle-Tacoma International Airport.
02/22/2015	3:00PM	4:00PM	Mr. Kakiuchi and Mr. Koshiba visited Ted Fick, CEO of the Port of Seattle, to discuss the current shipment of container cargo between Japan and the United States.

02/22/2015	6:00PM	8:00PM	Mr. Kakiuchi and Mr. Koshiha met with Ms. Olsen, Director of the Japan-America Society of the State of Washington, to discuss the future of economic relations between Kobe and Seattle.
02/23/2015	6:30PM	8:30PM	Mr. Kakiuchi attended the Japan-America Society of the State of Washington's "Celebrate Washoku: Kobe Beef" event. Mr. Koshiha joined Mr. Kakiuchi at the event, where Mr. Koshiha was introduced to representatives of various Seattle business associations.
03/02/2015	9:00AM	10:00AM	Mr. Kakiuchi met with Mr. Mizuguchi, Director of the Hyogo Business & Cultural Center, to discuss merging the KTIO and HBCC offices.
03/05/2015	10:00AM	11:00AM	Mr. Kakiuchi met with Mr. Ushimaru, Director of Jetro Seattle, to discuss biomedical industries.
03/09/2015	5:30PM	8:00PM	Mr. Kakiuchi attended the Seattle-Kobe Sister City Association's annual Seattle-Kobe Jazz Queen Contest at Jazz Alley in downtown Seattle.
03/22/2015	11:00AM	3:00PM	Mr. Kakiuchi picked up Mr. Sometani from Seattle-Tacoma International Airport, and gave Mr. Sometani a tour of Seattle's downtown area.
03/23/2015	5:00PM	6:00PM	Mr. Kakiuchi introduced Mr. Sometani to Mr. Nakamura, a group senior manager of Microsoft, and at that time discussed the United States IT industry.
03/24/2015	10:00AM	11:30AM	Mr. Kakiuchi and Mr. Sometani visited Mr. Oshu Go, Director of the Port of Seattle.
03/24/2015	1:30PM	3:00PM	Mr. Sometani and Mr. Kakiuchi meet with Mr. Ushimaru to discuss further developing Kobe's biomedical industry.

03/24/2015	1:30PM	3:00PM	Mr. Sometani and Mr. Kakiuchi meet with Mr. Ushimaru to discuss further developing Kobe's biomedical industry.
03/25/2015	10:00AM	11:00AM	Mr. Kakiuchi and Mr. Sometani visited Karin Zaugg Black, Director of the City of Seattle's Office of Economic Development.
03/25/2015	1:00PM	2:00PM	Mr. Kakiuchi and Mr. Sometani visited Seattle's Consulate General of Japan.
03/31/2015	N/A	N/A	Mr. Kakiuchi returned to Kobe from Seattle.
04/01/2015	10:00AM	10:30AM	Mr. Sometani meets with Mr. Hisamoto, the mayor of Kobe; Mr. Sometani begins his role as Director of the Kobe Trade Information Office.
04/01/2015	4:00PM	4:30PM	Mr. Sometani meets with Mr. Saitoh, President of the Hyogo International Association.
04/07/2015	3:00PM	4:30PM	Mr. Sometani meets with Mr. Tanabe, Director of Kobe's Industry Promotion Bureau.
04/14/2015	9:00AM	10:00AM	Mr. Sometani discusses hiring a new employee for Kobe Trade Information Office with Hinako Hamasaki, the Vice President of Global Career Partners, Inc.
04/20/2015	4:00PM	5:00PM	Mr. Sometani meets with the new Executive Director of the Hyogo Business & Cultural Center (Mr. Kawachi).
04/21/2015	10:00AM	1:00PM	Mr. Sometani meets with the former Director of the Kobe Trade Information Office (Mr. Kakiuchi).
04/22/2015	10:45AM	11:30AM	Mr. Sometani is interviewed by the Embassy of America regarding the issuing of his visa.
04/30/2015	9:30AM	10:00AM	Mr. Sometani meets with the Vice Mayor of Kobe, Mr. Okaguchi.
04/30/2015	11:00AM	12:00PM	Mr. Sometani meets with the Director General of Kobe's Industry Promotion Bureau, Mr. Yamamoto.

05/07/2015	N/A	N/A	Mr. Sometani arrives in Seattle, WA, and proceeds to the Hyogo Business & Cultural Center office to greet the staff. Mr. Sometani conducts a business meeting with Human Resources regarding the next day's hiring interview for an on-site employee.
05/08/2015	3:00PM	4:30PM	Mr. Sometani conducted interviews with possible employees for the full-time position of Assistant Director (Seattle, WA). Mr. Sometani chooses to hire Holly Seely as Assistant Director from the applicant pool.
05/12/2015	2:00PM	3:00PM	Mr. Sometani meets with Karin Zaugg Black and Stacey Jehlik of the Seattle-Kobe Sister City Association at Seattle City Hall to discuss the visit of Kobe Mayor Hisamoto. The meeting covered the signing of a letter of intent between the mayors of Kobe and Seattle on the subject of bilateral cooperation and exchange between the cities' aerospace industries.
05/14/2015	2:21PM	4:30PM	Mr. Sometani flies from Seattle to San Francisco for a business trip.
05/15/2015	10:00AM	11:00AM	Mr. Sometani meets with City Innovation Summit Foundation CEO, Kamran Saddique, at the San Francisco Consulate-General's office. At the meeting, Mr. Sometani confirms an overview of the upcoming City Innovation Summit that Kobe's Mayor Hisamoto will participate in.
05/15/2015	1:00PM	5:00PM	Mr. Sometani meets with Kobe's Agricultural & Fisheries Division at the Oakland Farmer's Market to conduct an inspection of the area. The group also inspects Swan's Market and a middle school's Edible School Yard.

05/16/2015	9:00AM	11:00AM	Mr. Sometani visits the San Francisco Ferry Building and Saturday farmer's market in preparation for when Kobe's Mayor Hisamoto will visit and inspect the area in June.
05/16/2015	3:00PM	4:30PM	Mr. Sometani visits Bob Cannard's Green String Farm in Berkeley, CA to further study organic farming in the San Francisco area.
05/17/2015	10:00AM	12:00PM	Mr. Sometani visits and inspects the Berkeley Bowl Farmer's Market.
05/17/2015	5:30PM	7:30PM	Mr. Sometani meets in San Francisco talk with Kobe University's alumni association for an informal discussion on Mr. Sometani's return visit in June, as well as arranging for students of Kobe University to participate in exchange within the San Francisco area post-graduation.
05/18/2015	1:30PM	5:00PM	Mr. Sometani meets with Mark Chandler, the moderator of San Francisco's City Innovation Summit, to discuss the mayor's panel that Kobe Mayor Hisamoto will participate in during his visit in June.
05/19/2015	11:28AM	1:38PM	Mr. Sometani returns to Seattle from his San Francisco business trip.
05/22/2015	2:00PM	3:00PM	Mr. Sometani meets with Dan Thomas, CFO, and Mr. Oshu Go at the Port of Seattle.
05/27/2015	1:45PM	6:30PM	Holly Seely begins working as a probationary employee at the Kobe Trade Information Office as the Assistant Director to Mr. Sometani.
06/04/2015	11:00AM	12:00PM	Mr. Sometani and Holly Seely visit the office of Tomio Moriguchi, the Chairman of Uwajimaya, Inc. Mr. Sometani also met with Mr. Sasaki of the North American Post, a newspaper that Mr. Moriguchi publishes.

06/05/2015	N/A	N/A	Mr. Sometani begins email correspondence with Mark Chandler (facilitator of San Francisco's City Innovate Summit) to confirm information on the Q&A session that Mayor Hisamoto will participate in.
06/05/2015	N/A	N/A	Mr. Sometani begins correspondence with Stacey Jehlik (person responsible for international relations at Seattle City Hall) regarding the final manuscript of a Letter of Intent that Mayor Hisamoto (Kobe) and Mayor Murray (Seattle) will sign later in June.
06/11/2015	11:40AM	1:52PM	Mr. Sometani and Holly Seely travel to San Francisco to meet Kobe Mayor Hisamoto and accompanying Kobe delegation for business.
06/12/2015	10:00AM	11:30AM	Holly Seely and Mr. Sometani travel with the Kobe delegation to participate in a business exchange between Mayor Hisamoto (Kobe) and Apple, Inc. in Cupertino, CA.
06/12/2015	3:00PM	4:30PM	Holly Seely, Mr. Sometani, and the Kobe delegation meet for a business exchange with 500 Startups in San Francisco to discuss growing Kobe's startup ecosystem.
06/13/2015	9:30AM	12:00PM	Mr. Sometani, Holly Seely, and the Kobe delegation tour and inspect San Francisco's Ferry Building and surrounding farmer's market. A farmer's market tour is led by Executive Director Marcy Coburn and Director of Operations Dexter Carmichael.
06/13/2015	12:00PM	5:00PM	Mr. Sometani participates in a bus tour of San Francisco's various districts with the Kobe delegation.

06/13/2015	7:30PM	9:30PM	Mr. Sometani participates in a dinner exchange between the Kobe delegation and San Francisco's Kobe University alumni association.
06/14/2015	10:30AM	3:00PM	Holly Seely, Mr. Sometani, and the Kobe delegation travel to Seattle. Holly Seely, Mr. Sometani, and the Kobe delegation participate in an exchange of ideas with facilitators of "Hackathon" taking place in the airport.
06/14/2015	4:30PM	4:45PM	Mr. Sometani and Holly Seely introduce Mayor Hisamoto the Hyogo Business & Cultural Center staff, as well as allow Mayor Hisamoto to inspect the joint Hyogo BCC/KTIO office.
06/14/2015	5:00PM	5:15PM	Mr. Sometani joins the Kobe delegation at Uwajimaya, Inc. for a business exchange between Mayor Hisamoto and the company's Chairman, Mr. Moriguchi.
06/14/2015	6:00PM	8:00PM	Mr. Sometani participates in an exchange of ideas between the Kobe delegation and Seattle representatives of the Japanese community. The event is held at the residence of Seattle's Japanese Consulate General.
06/15/2015	9:45AM	11:45AM	Mr. Sometani travels with the Kobe delegation to Boeing's Everett factory to allow Mayor Hisamoto to inspect and survey the factory.
06/15/2015	12:45PM	2:00PM	Mr. Sometani travels with the Kobe delegation to Everett Community College, where Mayor Hisamoto establishes a relationship of educational and technical exchange between Everett Community College and the city of Kobe.

06/15/2015	3:00PM	3:30PM	Holly Seely and Mr. Sometani join the Kobe delegation in a business exchange between Mayor Hisamoto (Kobe) and Mayor Murray (Seattle) at Seattle City Hall.
06/15/2015	N/A	N/A	Mr. Sometani joins the Kobe delegation in a tour of Seattle's Kobe Terrace Park.
06/15/2015	6:30PM	8:35PM	Mr. Sometani returns to San Francisco with the Kobe delegation.
06/16/2015	9:00AM	10:30AM	Mr. Sometani joins the Kobe delegation in a business exchange with TUMML in San Francisco.
06/16/2015	11:00AM	11:30AM	Mr. Sometani joins the Kobe delegation at San Francisco City Hall for a meeting between Mayor Hisamoto, San Francisco CDO Joy Bonaguro, and CIO Miguel Gamino.
06/16/2015	3:30PM	5:20PM	Mr. Sometani joins the Kobe delegation in a seminar on Kobe-sponsored investment promotion at Hotel Nikko, San Francisco.
06/16/2015	6:30PM	8:00PM	Mr. Sometani attends a PR reception with the Kobe delegation for Kobe-produced agricultural and fishery products. The event is held at the residence of San Francisco's Japanese Consulate General.
06/17/2015	10:00AM	11:00AM	Mr. Sometani travels with the Kobe delegation for an exchange of ideas between Mayor Hisamoto and Code for America in San Francisco.
06/17/2015	1:30PM	2:00PM	Mr. Sometani joins the Kobe delegation at a meeting between Mayor Hisamoto and Peter Hirschberg, a Silicon Valley executive and entrepreneur.

06/17/2015	3:00PM	9:00PM	Mr. Sometani photographs and records footage of Mayor Hisamoto participating in San Francisco's City Innovation Summit and mayor's panel. A cocktail reception follows the event.
06/18/2015	9:05AM	11:09AM	Mr. Sometani returns to Seattle from San Francisco.
06/25/2015	4:30PM	8:30PM	Mr. Sometani attends the annual dinner of the Trade Development Alliance of Greater Seattle.
06/28/2015	6:30PM	8:35PM	Mr. Sometani travels to San Francisco on business, on behalf of the Kobe city government.
06/29/2015	N/A	N/A	Mr. Sometani meets with Zafer Younis, a Venture Partner of 500 Startups, on behalf of the Kobe city government.
06/29/2015	4:15PM	6:15PM	Mr. Sometani returns to Seattle from San Francisco.
06/30/2015	N/A	N/A	Mr. Sometani attends a public meeting in Seattle regarding a park improvement plan for Seattle's Kobe Terrace Park.
07/01/2015	N/A	N/A	Mr. Sometani distributed flyers advertising Kobe's Bay Shuttle service to Japanese travel agencies in Seattle, on behalf of the Port of Kobe.
07/08/2015	N/A	N/A	Mr. Sometani and the Hyogo Business & Cultural Center staff previewed the new office location that both HBCC and KTIO will move to in the fall.
07/10/2015	N/A	N/A	Mr. Sometani held a Skype meeting with Section Manager Tanabe of Kobe's Economic Planning Division regarding entrepreneurial programs in Silicon Valley.

07/14/2015	N/A	N/A	Mr. Sometani meets with representatives of Cybozu, Inc. and its U.S. subsidiary, Kintone, at the KTIO office to discuss startup entrepreneurship in San Francisco.
07/23/2015	N/A	N/A	Mr. Sometani visited Brach Manager Tomoko Suzuki of Sankei Travel (Seattle) on behalf of the Port of Kobe, to request that Sankei Travel keep and distribute flyers regarding Kobe's Bay Shuttle service.
07/23/2015	N/A	N/A	Mr. Sometani received festival materials from Kobe's Citizens' Festival Association, which he then provided to Ben Erickson of the Seattle-Kobe Sister City Association on a visit to the KTIO office.
07/24/2015	3:00PM	5:00PM	Mr. Sometani attended a JET Program sendoff reception for new JET members at the residence of Seattle's Japanese Consulate General.
07/24/2015	6:00PM	8:00PM	Mr. Sometani and Holly Seely attended a welcoming barbecue party sponsored by the Seattle-Kobe Sister City Association, on behalf of Akane Kotani, the visiting Kobe Seafair Ambassador.
07/25/2015	11:00AM	4:00PM	Mr. Sometani attended the Nikkei Concerns "Living Well Health Fair."
07/25/2015	7:30PM	N/A	Mr. Sometani attended Seattle's Seafair Torchlight Parade.
07/29/2015	N/A	N/A	Mr. Sometani met with Blythe Price, Business Development Manager of the Washington Biotechnology & Biomedical Association to discuss Kobe's Medical Industry Development Project and investment climate.

Registration Number: 2438
Kobe Trade Information Office

Disbursement of Monies (15a)

Summary Report
02/01/2015 through 07/31/2015

<u>Expense Categories</u>	<u>Category Totals</u>
Office Expenses	
Office Expenses (Business):Communication	\$3,955.92
Car Expenses & Maintenance	\$6,082.37
Misc. Expense (Business)	\$33,109.82
Office Expenses (Business):Operating	\$8,529.37
Fees & Charges:Bank Fee	\$119.80
Fees & Charges:Service Fee	\$20.00
Fees & Charges:Late Fee	\$10.00
Office Expenses (Business):Memberships – Subscriptions	\$1,360.00
Office Expenses (Business):Office Equipment – Software	\$2,857.05
Shipping	\$119.26
Supplies (Business)	\$73.92
Office Expenses (Business)	\$559.27
Intl Wire Transfer	\$16,438.27
Wire Transfer Fee	\$135.00
<u>Total Office Expenses: \$73,370.05</u>	
Personnel	
Personnel:Insurance	\$86.38
Personnel:Salary	\$21,840.98
Personnel:Tax	\$1,426.81
Personnel:Housing	\$2,884.00
Personnel:Bus Pass	\$108.00
<u>Total Personnel Expenses: \$26,346.17</u>	
Project	
Projects:Business Meetings – Conferences	\$642.30
Projects:Advertising	\$375.00
Business Trips:Rental Car & Taxi	\$624.00
Business Trips	\$3,765.81
Business Trips:Air Travel	\$634.40
Business Trips:Daily Allowance	\$2,034.73
<u>Total Project Expenses: \$8,076.24</u>	
<u>Grand Total: \$107,792.46</u>	

Transactions February 2015				
Date	Description	Memo	Category	Amount
2/2/2015	American Honda Finance Corp	#102714956 - Feb 2015	Car Expenses & Maintenance	-448.74
2/10/2015	CenturyLink	206-Z22-0101 / Feb 2015	Office Expenses (Business):Communication	-303.75
2/13/2015	Good To Go!	Toll Notice Number:TB-157282698	Car Expenses & Maintenance	-5.40
2/19/2015	Kotokawa & Isohata, PS	Invoice #2089 - Legal fee	Misc. Expense (Business)	-250.00
2/24/2015	United Concordia	Feb 2015 Dental Insurance for Kakiuchi	Personnel:Insurance	-43.19
2/26/2015	Business Card	Acct #5475750013031427	Misc. Expense (Business)	-62.67
2/26/2015	NoP-1001 4th LLC	Mar 2015 Parking - Suite 2328	Car Expenses & Maintenance	-340.00
2/26/2015	The Mercer	Mar 2015 rent for #502	Office Expenses (Business):Operating	-1,563.00
2/26/2015	Nop-1001 4th LLC	Mar 2015 Office Rent Suite 2328	Office Expenses (Business):Operating	-2,823.36
2/27/2015	Yumi Nesheim	Office Administrator Service	Personnel:Salary	-2,550.00
Total Transactions 02/01/2015 – 02/28/2015				-8,390.11

Transactions March 2015				
Date	Description	Memo	Category	Amount
3/2/2015	American Honda Finance Corp	#102714956 - Mar 2015	Car Expenses & Maintenance	-448.74
3/2/2015	Verizon Wireless	Mar 2015 #464222662-0001	Office Expenses (Business):Communication	-162.44
3/2/2015	Bank Of America	Bank Maintenance Fee 2014 Feb	Fees & Charges:Bank Fee	-29.95
3/6/2015	JASSW	Act With Japan Event Invoice #04361	Projects:Business Meetings - Conferences	-500.00
3/6/2015	Trade Development Alliance	Membership Renewal 2015 Inv#2015012	Office Expenses (Business):Memberships - Subscriptions	-500.00
3/6/2015	Japan Up	Japan Up April 2015 Issue Ad Inv#JP1503-035	Projects:Advertising	-300.00
3/6/2015	Kotokawa & Isohata, PS	Invoice #2099 - Legal fee	Misc. Expense (Business)	-2,750.00
3/6/2015	CenturyLink	206-222-0101 / Mar 2015	Office Expenses (Business):Communication	-266.50
3/13/2015	Desh International Law	Legal Fee/Engagement Agreement	Misc. Expense (Business)	-2,000.00
3/16/2015	US Department Of Homeland Security	Check 7906; U.S. Citizenship and Immigration Services	Misc. Expense (Business)	-1,225.00
3/16/2015	US Department Of Homeland Security	Check 7907; U.S. Citizenship and Immigration Services	Misc. Expense (Business)	-325.00
3/16/2015	US Department Of Homeland Security	Check 7908; U.S. Citizenship and Immigration Services	Misc. Expense (Business)	-500.00
3/17/2015	ESD Ach State	WA UI-Tax	Personnel:Tax	-22.19
3/23/2015	WBBA	WBBA 2015 Annual Membership	Office Expenses (Business):Memberships - Subscriptions	-750.00
3/23/2015	Yamato Transport U.S.A., Inc.	Moving	Misc. Expense (Business)	-1,625.96
3/23/2015	NOP-1001 4th LLC	Apr 2015 Parking - Suite 2328	Car Expenses & Maintenance	-340.00
3/24/2015	United Concordia	Mar 2015 Dental Insurance for Kakiuchi	Personnel:Insurance	-43.19
3/30/2015	Verizon Wireless	April 2015 #464222662-0001	Office Expenses (Business):Communication	-128.76
3/31/2015	Seattle Sister Cities Assoc.	1/16/2015 Anniversary Earthquake Event	Office Expenses (Business):Operating	-100.00

Transactions March 2015 - Continued				
Date	Description	Memo	Category	Amount
3/31/2015	Yumi Nesheim	Office Administrator Service	Personnel:Salary	-4,550.00
3/31/2015	Yumi Nesheim	Stamps/Parking Reimbursement	Office Expenses (Business):Operating	-66.80
3/31/2015	Desh International Law	Legal Fee/Engagement Agreement/Balance	Misc. Expense (Business)	-275.00
3/31/2015	Business Card	Acct #5475750013031427	Misc. Expense (Business)	-652.42
Total Transactions 03/01/2015 – 03/31/2015				-17,561.95

Transactions April 2015				
Date	Description	Memo	Category	Amount
4/1/2015	Hyogo Business And Cultural Center	April 2015 Rent	Office Expenses (Business):Operating	-325.10
4/1/2015	American Honda Finance Corp	#143184123 - Apr 2015	Car Expenses & Maintenance	-449.15
4/1/2015	Bank Of America	Bank Maintenance Fee 2015 Apr	Fees & Charges:Bank Fee	-29.95
4/6/2015	CenturyLink	206-Z22-0101 / Apr 2015	Office Expenses (Business):Communication	-323.47
4/6/2015	Yumi Nesheim	Parking 4/2/2015	Car Expenses & Maintenance	-15.00
4/13/2015	STEP Education, Inc.	Printer set-up	Office Expenses (Business):Office Equipment - Software	-198.00
4/17/2015	Yamato Transport U.S.A., Inc.	Moving	Misc. Expense (Business)	-304.50
4/17/2015	CenturyLink	206-Z22-0101 / Apr 2015	Office Expenses (Business):Communication	-332.25
4/17/2015	Davis Wright Tremaine LLP	Legal Fee - Inv. No. 6291236	Misc. Expense (Business)	-500.00
4/29/2015	NOP-1001 4th LLC	May 2015 Parking - Suite 2330	Car Expenses & Maintenance	-340.00
4/29/2015	CenturyLink	206-Z22-0101 / Apr 2015	Office Expenses (Business):Communication	-162.26
4/29/2015	Verizon Wireless	April 2015 #464222662-0001	Office Expenses (Business):Communication	-190.88
4/29/2015	Wire Transfer Fee	Bank of America/Transfer to Kobe	Wire Transfer Fee	-45.00
4/29/2015	Wire Type Intl	Bank of America/Transfer to Kobe	Intl Wire Transfer	-7,362.04
4/30/2015	Yumi Nesheim	Office Administrator Service	Personnel:Salary	-475.00
Total Transactions 04/01/2015 – 04/30/2015				-11,052.60

Transactions May 2015				
Date	Description	Memo	Category	Amount
5/1/2015	American Honda Finance Corp	#143184123 - May 2015	Car Expenses & Maintenance	-449.15
5/1/2015	Bank Of America	Bank Maintenance Fee 2015 May	Fees & Charges:Bank Fee	-29.95
5/1/2015	The Hartford	Bus&Auto Insurance/Q15238043	Office Expenses (Business):Operating	-2,434.00
5/2/2015	Business Card	Acct #5475750013031427	Misc. Expense (Business)	-1,604.43
5/5/2015	Hyogo Business & Cultural Center	Check 7944; May 2015 Rent	Office Expenses (Business):Operating	-325.10
5/5/2015	TITAN Electric	Cable Installation	Office Expenses (Business):Communication	-1,025.80
5/5/2015	Masako Bittle	Office Administrator Service	Personnel:Salary	-2,987.50
5/5/2015	Masako Bittle	Reimbursements	Split – Shipping (\$99.66); Fees & Charges:Service Fee (\$20)	-119.66
5/7/2015	Kotokakwa & Isohata, PS	Invoice #2118 - legal fee	Misc. Expense (Business)	-126.10
5/7/2015	PIP Printing	Business Cards for Sometani (Inv #23888)	Office Expenses (Business):Operating	-170.20
5/7/2015	Yumi Nesheim	Parking 4/6/2015	Car Expenses & Maintenance	-15.00
5/11/2015	CenturyLink	206-622-7640 212B	Office Expenses (Business):Communication	-93.37
5/13/2015	Kohtoku Enterprise, Inc.	Company house - Deposit, etc.	Misc. Expense (Business)	-6,970.00
5/18/2015	PIXUS, Inc.	Voice recorder Invoice #28	Office Expenses (Business):Communication	-81.06
5/20/2015	Tetsuya Sometani	Reimbursement - SF trip	Split - Business Trips:Rental Car & Taxi (\$295); Projects:Business Meetings – Conferences (\$142.30)	-437.30
5/20/2015	Masako Bittle	Reimbursements	Split – Car Expenses & Maintenance (\$40); Supplies (Business) (\$60.26); Shipping (\$19.60)	-119.86
5/23/2015	NOP-1001 4th LLC	June 2015 Parking - Suite 2330	Car Expenses & Maintenance	-340.00
5/27/2015	Business Card	Acct #54757500 13031427	Misc. Expense (Business)	-1,246.13

Transactions May 2015 - Continued				
Date	Description	Memo	Category	Amount
5/27/2015	Verizon Wireless	May 2015	Office Expenses (Business):Communication	-136.23
5/29/2015	Masako Bittle	Office Administrator Service	Personnel:Salary	-3,275.00
Total Transactions 05/01/2015 – 05/31/2015				-21,985.84

Transactions June 2015				
Date	Description	Memo	Category	Amount
6/1/2015	Karin Zaugg Black	Interview Assistance	Misc. Expense (Business)	-100.00
6/1/2015	Younker Motors, Inc.	Initial car lease payment	Car Expenses & Maintenance	-832.56
6/1/2015	Masako Bittle	Reimbursements	Split - Car Expenses & Maintenance (\$20); Supplies (Business) (\$13.66)	-33.66
6/2/2015	Tetsuya Sometani	Reimbursement - SF trip	Business Trips	-365.56
6/2/2015	Bank Of America	Bank Maintenance Fee	Fees & Charges:Bank Fee	-29.95
6/3/2015	Hyogo Business And Cultural Center	June 2015 rent	Office Expenses (Business):Operating	-325.10
6/3/2015	PIXUS, Inc.	Sometani - New Laptop & Cloud Setup	Office Expenses (Business):Office Equipment - Software	-1,960.05
6/3/2015	STEP Education, Inc.	In-office IT support (Sano-san)	Office Expenses (Business):Office Equipment - Software	-500.00
6/8/2015	Wire Transfer To Kobe	Bank of America/Transfer to Kobe	Intl Wire Transfer	-8,923.74
6/8/2015	Wire Transfer Fee	Bank of America/Transfer to Kobe	Wire Transfer Fee	-45.00
6/9/2015	Tetsuya Sometani	Reimbursement - SF Flight 1	Business Trips:Air Travel	-337.20
6/9/2015	Tetsuya Sometani	Reimbursement - SF Flight 2	Business Trips:Air Travel	-297.20
6/9/2015	Tetsuya Sometani	Reimbursement - June 2015 Rent	Personnel:Housing	-1,442.00
6/9/2015	Payment To Credit Card	Payment from CheckingS	Misc. Expense (Business)	-5,000.00
6/10/2015	PIP Printing	Business Cards for Holly (Inv #24035)	Office Expenses (Business):Operating	-71.61
6/17/2015	Catering With Style	SF Business Trip - Sometani	Business Trips	-2,120.62
6/18/2015	Onigilly LLC	SF Business Trip - Sometani	Business Trips	-894.00
6/18/2015	Yoko's Designs	Sometani - SF Trip 6/2015	Business Trips	-199.99

Transactions June 2015 - Continued				
Date	Description	Memo	Category	Amount
6/19/2015	ABM Parking Services	Sometani - Safeco Plaza Parking	Car Expenses & Maintenance	-340.00
6/19/2015	Jun Yamada	SF Business Trip - Japanese Consulate	Business Trips	-185.64
6/19/2015	CenturyLink	206-622-7640 212B	Office Expenses (Business):Communication	-226.29
6/19/2015	Tetsuya Sometani	SF Business Trip Allowance	Business Trips:Daily Allowance	-1,561.40
6/19/2015	Holly Seely	SF Business Trip Allowance	Business Trips:Daily Allowance	-171.86
6/22/2015	Tetsuya Sometani	Reimbursement - Gas	Car Expenses & Maintenance	-22.81
6/22/2015	Tetsuya Sometani	Reimbursement - Taxi	Business Trips:Rental Car & Taxi	-80.00
6/22/2015	Trade Development Alliance Of Greater Seattle	Ticket for annual dinner	Office Expenses (Business):Memberships - Subscriptions	-110.00
6/22/2015	NOP-1001 4th LLC	Office Maintenance	Office Expenses (Business)	-559.27
6/23/2015	Payment To Credit Card	Payment from Checking	Misc. Expense (Business)	-6,000.00
6/23/2015	Global Career Partners, Inc.	Holly - Payment 6/1-6/15	Personnel:Salary	-2,645.28
6/23/2015	Guy Paulson	SF Japanese Consulate	Misc. Expense (Business)	-205.00
6/24/2015	Marco Ibarra	Japanese Consulate SF	Misc. Expense (Business)	-195.00
6/24/2015	Sharon Camhi	Japanese Consulate SF	Misc. Expense (Business)	-195.00
6/29/2015	Global Career Partners, Inc.	Holly - Payment 5/27-5/31	Personnel:Salary	-308.12
6/29/2015	NOP-1001 4th LLC	July 2015 Parking	Car Expenses & Maintenance	-340.00
6/30/2015	Verizon Wireless	June 2015 Payment	Office Expenses (Business):Communication	-143.95
Total Transactions 06/01/2015 - 06/30/2015				-36,767.86

Transactions July 2015				
Date	Description	Memo	Category	Amount
7/1/2015	Hyogo Business And Cultural Center	July 2015 Rent	Office Expenses (Business):Operating	-325.10
7/6/2015	Nissan Motor Acceptance Corporation	June 2015 Rental Fee - Nissan Rogue	Car Expenses & Maintenance	-457.07
7/8/2015	Global Career Partners, Inc.	Holly 6/16-6/30	Personnel:Salary	-2,645.28
7/8/2015	Wire Transfer To Kobe	Account Closure June 2015	Intl Wire Transfer	-152.49
7/8/2015	Tetsuya Sometani	Reimbursement - SF Trip 6/28-6/29	Split - Business Trips:Rental Car & Taxi (\$240); Business Trips:Daily Allowance (\$301.47)	-541.47
7/8/2015	Wire Transfer Fee	Bank of America/Transfer to Kobe	Wire Transfer Fee	-45.00
7/13/2015	CenturyLink	206-622-7640 212B - June 2015	Office Expenses (Business):Communication	-248.91
7/13/2015	Payment To Credit Card	Payment from Checking	Misc. Expense (Business)	-67.90
7/14/2015	Tetsuya Sometani	Reimbursement - July Rent	Personnel:Housing	-1,442.00
7/20/2015	Tetsuya Sometani	Reimbursements	Split - Car Expenses & Maintenance (\$41.68); Business Trips:Rental Car & Taxi (\$9)	-50.68
7/20/2015	Global Career Partners, Inc.	Holly 7/1 - 7/15	Personnel:Salary	-2,404.80
7/21/2015	NOP-1001 4th LLC	July 2015 Parking	Car Expenses & Maintenance	-340.00
7/22/2015	STEP Education, Inc.	Sometani - Computer Support	Office Expenses (Business):Office Equipment - Software	-199.00
7/23/2015	Nissan Motor Acceptance Corporation	Nissan Rogue - July 2015	Car Expenses & Maintenance	-457.07
7/23/2015	United States Treasury	2nd Q 941 Taxes / EIN#91-0741102	Personnel:Tax	-1,284.90
7/24/2015	Labor & Industries	2015 2nd Quarter #320,225-00	Personnel:Tax	-110.20
7/24/2015	Labor & Industries	2015 1st Quarter #320,225-00 - Late Fee	Fees & Charges:Late Fee	-10.00
7/24/2015	WA ESD	2nd Qrtly Report	Personnel:Tax	-9.52

Transactions July 2015 - Continued				
Date	Description	Memo	Category	Amount
7/28/2015	Japan Business Association Of Seattle	2015 Directory Ad 1/3 page	Projects:Advertising	-75.00
7/29/2015	Payment To Credit Card	Payment from Checking	Misc. Expense (Business)	-929.71
7/29/2015	Verizon Wireless	July 2015 Payment	Office Expenses (Business):Communication	-130.00
7/30/2015	Sound Transit	Holly – Orca Pass Aug 2015	Personnel:Bus Pass	-108.00
Total Transactions 07/01/2015 – 07/31/2015				-12,034.10